



WIC PROGRAM

***Building a Healthy Montana
Promoting & Supporting
Breastfeeding***

Cogswell Building 1400 Broadway Helena MT 59620

MEMORANDUM

TO: Regional WIC Directors

FROM: Joan Bowsher, Montana WIC Director

DATE: June 11, 2009

NUMBER: A-05-09

SUBJECT: Local Agency Training Requirements

During the State FY 2010 and Federal FY 2010 there are a number of trainings that Local Agencies will need to make sure that they have someone attend and there is other training that it is mandatory for all Local Agency staffs to attend.

August 27, 2009, is a Met Net conference. Agenda items are State Plan review, Civil Rights, and Breastfeeding Training. A staff person or persons (preferably your training coordinator and breastfeeding coordinator) from each local agency needs to attend. They must bring the information back to the local agency and train the other staff members. Expenses must be covered by the Local Agencies current WIC funding.

January 2010 all staff must attend a week long training session for M-SPIRIT. This training will be held for two weeks on the western and eastern sides of the state. Personnel costs for staff must come out of your local agencies WIC funding. Travel and per diem costs will be covered by the state WIC Program at the state rates.

April 2010 the Spring Public Health Conference and WIC Training Day will be held. All local agencies need to send a staff person to the WIC Training Day. They must bring the information back to the local agency and train the other staff.

members. Expenses must be covered by the local agencies WIC funding.

August/September 2010, there will be a one to two day (yet to be determined) training similar to this years August Met Net Conference. At least one local staff person from each agency must attend and then provide training to other staff members.

Other training may require staff time, but not travel. LARC training on the new WIC food packages before the retailer training is an example of this type of training. These may be held as conference calls.

The bi-monthly conference calls scheduled for two hours will continue throughout the next year.

The weekly newsletter will also continue.

If you have any questions, please call me.